

<p style="text-align: center;">KENTUCKY CORRECTIONS Policies and Procedures</p>	<p>Policy Number</p> <p style="text-align: center;">28-03-02</p> <p>Date Filed</p> <p style="text-align: center;">January 12, 2005</p>	<p>Total Pages</p> <p style="text-align: center;">4</p> <p>Effective Date</p> <p style="text-align: center;">May 26, 2005</p>
<p>Authority/References</p> <p>KRS 196.035, 196.075, 197.020, 439.340, 439.348, 439.470, 439.480</p>	<p>Subject</p> <p style="text-align: center;">EXPEDIENT RELEASE PAROLE PLANNING INVESTIGATION REQUEST</p>	

I. DEFINITIONS

As used in this document, the following definitions shall apply:

"Expedient release" means the expeditious release of an offender who has developed a plan of release, which has been verified and approved by a Probation and Parole officer.

"Expedient release – out-of-state" means the same program as expedient release with the difference being the plans may be submitted out-of-state sixty (60) days prior to the Parole Board hearing.

"Community center officer" means a Probation and Parole Officer assigned to assist state inmates housed in a county jail.

"Pre-parole progress report" means the report written by the Classification and Treatment Officer to the Parole Board describing the inmate's activity while incarcerated and his plans for parole.

"Parole officer" means the Community Services Officer in the community who is responsible for investigating the parole planning investigation request and supervising an individual released on parole.

"Parole planning investigation request" means information regarding the home and employment placement, which is submitted to the local Probation and Parole Officer to investigate. If the offender claims to be medically unable to work, he shall produce a statement from a medical professional in support of his claim. If the offender has an active detainer which shall result in his continued incarceration after release, this may be substituted for employment.

"Parole certificate" means the official document that allows release from the institution on parole supervision in the community.

"Parole hearing date" means the day the Parole Board convenes at the institution.

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"Interstate commission office" means the office responsible for communication from one state to another.

II. POLICY and PROCEDURE

This policy is established to allow Corrections to expedite the release of convicted felons who have been recommended for parole.

A. Control Agency

The assigned staff shall coordinate information regarding the release of offenders from institutions.

B. Qualifications for Expedient Release

In order to qualify for expedient release inmates in adult correctional institutions, community centers and jails shall meet the following criteria:

1. Have in-state parole plans within thirty (30) days prior to meeting the Parole Board, or have out-of-state parole plans within sixty (60) days prior to meeting the Parole Board.
2. Plan to parole to a home and job placement, a halfway house or to detainer from another jurisdiction. If the offender is medically unable to work, he shall provide documentation.
4. Meeting the Parole Board as a deferred case, meeting the Parole Board as an early medical case, or upon a special request of the Board.
5. Not have more than sixty (60) days statutory good time loss outstanding.
6. Not have been found guilty of any category IV or higher incident report in the last year or since last being reviewed by the Parole Board, whichever time period is less.

C. Investigation of Expedient Release Plan

The parole plan shall be investigated pursuant to CPP 28-03-01.

D. Procedures for Implementation of Expedient Release-In-State

1. The assigned staff to coordinate the release process shall be provided a tentative list of offenders meeting the Parole Board ninety (90) days prior to that Board.

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2. When the assigned staff interviews the offender for the pre-parole progress report, he shall determine if the offender qualifies for the expedient release program.
3. At the time of the interview, the offender shall give the assigned staff the information regarding the home and employment placement which shall be submitted to the local Probation and Parole officer to investigate. If the offender is medically unable to work, he shall provide proper documentation in support of his claim. If the offender has an active detainer, this may be substituted for employment.
4. The parole plan shall be completed with one (1) copy sent to the placement staff, one copy to the District Supervisor or designee and the original copy with case material to the investigating officer.
5. After completing the parole planning investigation request, the parole officer shall send one (1) copy to the Placement Office, one (1) copy to the institutional staff, one (1) copy to the officer's supervisor, and retain one (1) copy for the file. The officer shall include information in the document that the employer is willing to hold the job until the offender is released.
6. The assigned staff shall advise the parole officer of all action taken by the Board on expedient release cases, including recommendations, denials, and deferrals. If the offender is recommended for parole, the officer also shall be notified of the special conditions of parole.
7. Expedient release plans to halfway houses shall be submitted in the same manner as regular halfway house plans as mandated in CPP 28-03-01. Parole plans for only one half-way house at a time can be submitted. Assigned staff are to obtain waivers of confidentiality for all medical and psychological records. Assigned staff are to ensure that all half-way house parole plans include the complete parole planning investigation request form, all PSIs, a pre-parole progress report, a resident record card, any forms specific to the half-way house, and complete and accurate medical and psychological information. If the inmate is approved for placement at the halfway house, he will not be added to a waiting list or given a bed date until he has been recommended for parole and a parole certificate has been issued. This is to eliminate inmates already recommended for parole from having to wait longer for a bed.

If an inmate with an approved half-way house plan is not recommended for parole, the assigned staff will notify the half-way house and the parole officer so that they will know that the inmate will not be released.

D. Procedures for Implementation of Expedient Release Out-of-State

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1. The assigned staff shall be provided a tentative list of offenders meeting the Parole Board ninety (90) days prior to that Board.
2. When the assigned staff interview the offender for the pre-parole progress report, he shall determine if the offender qualifies for the expedient release program.
3. At the time of the interview, the offender shall provide information regarding the home and employment placement to the assigned staff sixty (60) days prior to the Parole Board date. If the offender is medically unable to work, he shall produce a statement from a medical professional in support of his claim. If the offender has an active detainer which will result in his continued incarceration after release, this may be substituted for employment.
4. The parole plans for out-of-state shall be submitted in the manner currently mandated by the Interstate Commission in accordance with CPP 27-14-01.
5. The assigned staff shall notify the Compact Administrator on out-of-state expedient release NOT recommended for parole by the Parole Board.